



King County
EDUCATOR CONSULTANT I
PUBLIC HEALTH- SEATTLE & KING COUNTY
PREVENTION / HIV/AIDS PROGRAM
Hourly Rate Range \$22.51 - \$28.54
Job Announcement No: 03RM3146
OPEN: July 14, 2003 CLOSE: Until Filled

WHO MAY APPLY: This career service position is open to all qualified applicants.

WHERE TO APPLY: Required forms and materials **must** be sent to: **Employment Services, 999 3rd Avenue, Suite 1230, Seattle, WA 98104**. Applications materials must be received by 4:30 p.m. on the closing date. (Postmarks are NOT ACCEPTED.) Contact Javier Amaya at (206) 205-6127 for further inquiries.

PLEASE NOTE: Applications not received at the location specified above may not be processed.

FORMS AND MATERIALS REQUIRED: All of the following are required:

1. [A King County application form.](#)
 2. [A King County data sheet.](#)
 3. A completed Supplemental Questionnaire found at the end of this announcement,
 4. A resume, and
 5. A letter of interest detailing your background and describing how you meet or exceed the requirements.
- All application materials will be used in assessing written communication skills and English language skills.

WORK LOCATION: 400 Yesler Way, 3rd Floor, Seattle, and various outreach sites as assigned.

WORK SCHEDULE: This position is overtime eligible. It works a 40 hour work week; Monday through Friday; variable times between 8:00 a.m. and 5:00 p.m. with occasional evenings and weekends.

PRIMARY JOB FUNCTIONS INCLUDE: Provide HIV/AIDS and STD information and education services to those at highest risk of HIV transmission, the general public, and staff of associated service organizations. Responsible for public speaking and training on HIV/AIDS and other STDs. Primary job function will be to serve as liaison to local community-based HIV prevention efforts targeting men who have sex with men (MSM), especially MSM from the African American, Latino, and other communities of color. Liaison activities will include (but are not limited to) (1) conducting periodic assessments to determine the ongoing prevention needs of the local MSM communities, (2) serving as the Public Health liaison to existing collaborative efforts, and (3) identifying service gaps and resources needed to adequately address those gaps.

QUALIFICATIONS: Current knowledge of HIV/AIDS, other blood borne pathogens and other sexually transmitted diseases. Excellent communication skills, especially the ability to communicate in a culturally appropriate manner with potentially hostile or fearful individuals about sensitive health issues. Ability to work independently, following established protocols and policies. Ability to work effectively as a member of a team. Significant knowledge of, and experience with, community-based organizing efforts in the MSM community with particular emphasis on health and people of color issues, as demonstrated by at least 2 years full-time equivalent experience with any of the following activities targeting the MSM community: HIV/STD education, health outreach, activities initiated by and coordinated through a community-based coalition, health research, needs assessments, or organizational development. Candidates will be expected to demonstrate competence in all of the following minimum qualifications by passing a skills test and providing examples of relevant work products:

- Knowledge of education program planning, implementation and evaluation.

- Knowledge of training principles and methods, needs assessment, design and evaluation.
- Knowledge of course design, teaching methods and techniques for presenting material.
- Knowledge of theories and practices related to Public Health – Seattle & King County, epidemiology, disease prevention, health promotion, behavioral change, group process, community/organizational development and methods of instruction.
- Consultation skills.
- Interpersonal communications, group process and facilitation skills, as demonstrated during a skills test to be administered to the most competitive candidates.
- Excellent oral and written communications skills.
- Community organization and development skills, particularly demonstrated sensitivity to and ability to work effectively with individuals and groups to promote the health of sexual minority populations and people of color communities.
- Program-planning skills.
- Skill in the use of a personal computer and word processing, spreadsheet and presentation software.
- Skill in effectively communicating a broad amount of information to a wide variety of audiences.
- Skill in conducting training and in making group presentations. A skill test will be administered to the most competitive candidates to assess entry level competence on this parameter.
- Skill in the use of a wide range of audio visual equipment.

NECESSARY SPECIAL REQUIREMENTS: The selected candidate must pass a through background investigation. Washington State Driver's license, or ability to travel throughout King County in a timely manner. Ability to transport educational materials and audio-visual equipment weighing up to 30 pounds.

UNION MEMBERSHIP: Positions in this classification are represented by the International Federation of Professional & Technical Engineers, Local 17, AFL-CIO.

CLASS CODE: 8203

SEQUENCE NUMBER: 80-8203-2115

EDUCATOR / CONSULTANT I

SUPPLEMENTAL QUESTIONNAIRE

Please include your name on any additional answer sheets you provide.

Limit your response to no more than of **3 pages** of 12 point type.

Describe the major components of a community-based process to devise and implement an HIV and STD prevention plan for men who have sex with men in King County.